

APPENDIX G

SAMPLE FORMS

The enclosed forms relate to Resource Recovery Operations. The first form shows information required on DD1348-1 for turning in scrap materials to DRMO. The second page gives explanations of what belongs in various columns of the form.

The second form shows a sample tracking sheet which allows installations to monitor their shipments to DRMO. The form is set up so computer tracking on a PC is reasonably straightforward if all the items are entered into a database.

The last form is a simple balance sheet for RRRP activities. It shows simply and quickly the financial status of an operation.

SCRAP AND WASTE TURN-IN

CC 1-22	Leave blank.	Block A	The shipping point identified by name and/or DODAAC.	Block Q	Weight actually transferred to DRMO, if different from CC 25-29.
CC 23-24	Unit of issue - pounds, tons, or troy ounces.	Block B	The predesignated consignee DRMO by DODAAC name and address.	Blocks R-U	Leave blank.
CC 25-29	Weight being turned in.	Block C	Enter information if applicable.	Block V	Enter mode of shipment code.
CC 38-43	Document number. Perpetuate from source document for locally determined excesses generated at base, post, camp, or station. Assign a document number as determined by service/agency procedures.	Block D	Identify property requiring special handling by disposal. These categories are not readily identified by individual nonenclature and must be entered in the clear in this block. Examples: - Contractor Inventory - Foreign Equity Property - Industrial Fund Property - Radioactive Material - Red Cross Property - Redistributable MAP Property - Shelf-Life Property - Exchange/Sale Property - Nonappropriated Fund Property	Blocks W-Y	Basic materiel content and specified additive data or certification required from the generating source for specific types of property should be entered in these blocks or attached.
CC 44	Leave blank.			Blocks 1-18	Leave blank.
CC 45-58	Supplementary address. Enter DODAAC of predesignated consignee DRMO.			Block AA	Leave blank.
CC 51-61	Leave blank.			Blocks BB-EE	Enter appropriation citation to be credited with the proceeds from sale or transfer when reimbursement to a specific fund other than the DLA Deposit Fund Account is authorized. Leave blank if sale proceeds are to be deposited to the DLA Deposit Fund Account.
CC 62-64	Effective transfer date. Date dropped from accountable records or leave blank.	Block E	Leave blank.		
CC 65	Demilitarization code. Code assigned as required by DoD 4108.21-M-1. When demilitarization has been accomplished prior to transfer to a DRMO, the appropriate demil certification must be reflected in blocks W-Y.	Block F	The location from which materiel is to be selected, if required by the shipper.	Blocks FF-GG	Leave blank.
CC 66	Leave blank.	Block G	Coded cargo data, if required by the shipper.	Blocks 11-15	Leave blank.
CC 67-69	Routing Identifier Code. Perpetuate from Disposal Release Order.	Blocks H-J	Leave blank.		
CC 70	Ownership code. Enter applicable code or leave blank.	Block K	Uniform Freight Classification, if required by the shipper.		
CC 71	Supply Condition Code.	Block L	National Motor Freight Classification, if required by the shipper.		
CC 72	Management Code. Perpetuate from source document or leave blank.	Block M	Freight weight, if required by the shipper.		
CC 73-88	Leave blank.	Block N	Leave blank.		
		Block O	Date of document preparation, if required by the shipper.		
		Block P	Leave blank.		

SAMPLE

**RESOURCE RECOVERY, AND RECYCLING PROGRAM (RRRP)
NAF ECONOMIC QUARTERLY REPORT**

Reporting Period Dates: _____

Quarterly Total Income: _____

Year-to-Date Total Income: _____

Quarterly Operating Costs: _____

Quarterly Total MWR Projects Funded/Type/Cost

Funded: _____ Type: _____ Cost: _____

Type: _____ Cost: _____

Type: _____ Cost: _____

Total Cost: _____

Total Percentage Reimbursements: \$ _____

Problem Areas:

a.

b.

c.

OPR: _____ Date Prepared: _____
(Organization)

OPR Monitor: _____
(Print name/rank)

(Signature)